
**CITY OF GALLATIN
COUNCIL COMMITTEE MEETING**

July 10, 2012

6:00 pm

**Dr. J. Deotha Malone
Council Chambers**

- Call to Order: Councilman Overton Presiding
- Roll Call: Alexander – Camp – Hayes – Garrott – Kemp – Vice Mayor Mayberry – Overton Mayor Graves
- Approval of Minutes: June 26, 2012
- Public Recognition
- Mayor's Comments

AGENDA

1. Resolution for TML Safety Grant (**Dave Crawford, Personnel**)
2. Health and Dental Plans Agents of Record (**Dave Crawford, Personnel**)
3. Discussion for state grant for stabilization of Town Creek Banks (**Nick Tuttle, Engineering**)

- Other Business
- Department Head Reports
- Adjourn

City of Gallatin Council Committee Meeting

Tuesday, June 26, 2012
Dr. J. Deotha Malone Council Chambers

PRESENT:

Mayor Jo Ann Graves
Vice Mayor Ed Mayberry
Councilman John D. Alexander
Councilman Steve Camp
Councilman Tommy Garrott
Councilman Craig Hayes
Councilwoman Anne Kemp
Councilman Jimmy Overton

ABSENT:

None

OTHERS PRESENT:

Rosemary Bates, Special Projects Director
Rachel Nichols, Finance Director
Ronnie Stiles, Public Works Director
David Gregory, Public Utilities Director
Connie Kittrell, City Recorder
Katherine Schoch, Codes/Planning
David Brown, Leisure Services
News Examiner, Reporter

Billy Crook, Fire Chief
Nick Tuttle, City Engineer
Dave Crawford, Personnel
Don Bandy, Police Chief
Joe Thompson, City Attorney
Ann Whiteside, Mayor's Office
Johnny Morris, Codes/Planning

Vice Mayor Mayberry called the meeting to order.

Approval of Minutes

Vice Mayor Mayberry presented the minutes of the June 12, 2012 Committee Meeting for approval.

Councilman Overton made motion to approve; Councilman Hayes seconded. Motion carried with 6 ayes and 0 nays.

Public Recognition

Vice Mayor Mayberry opened public recognition.

With no one else wishing to speak, public recognition was closed.

Mayor's Comments

Mayor announced the following:

- July 4th Picnic in the Park with the WannaBeatles; North Water Avenue will be closed
- July 13th and 14th will be the Bold Enough Challenge Rodeo at Triple Creek Park, a fund raiser for the Sumner County Anti-Drug Coalition
- Fund Raisers for Police Officer Kevin Thomas; Pancake Breakfast this past Saturday was a great success and the Golf Tournament at Long Hollow Golf Course this Friday, June 29th

Councilman Alexander entered the meeting at this time.

Agenda

1. E-911 Public Safety Addressing Policy

Mayor Graves introduced Buddy Shaffer and Tonya Jetton with E-911 of Sumner County.

Buddy Shaffer, E-911 Director for Sumner County discussed the changes and advancement to 911 requests and responses. Mr. Shaffer stated there are corrections needed for some addresses and mapping.

Tonya Jetton stated the State of Tennessee is requiring a 98% accuracy rate on maps used in the dispatch centers. She added that E-911 is striving for a county wide policy so if there is a need to change addresses, those changes will be enforced. Ms. Jetton also requested that no waivers be allowed and that in the future calls will be routed by maps.

There was discussion on correcting addresses and the inter-local cooperative agreements. Discussion continued on the signed waivers, address changes needed in Cambridge Farms Subdivision and who's responsible for making the changes.

City Engineer Nick Tuttle stated the city entered into an agreement last fall with 911.

City Attorney Joe Thompson stated the city is already in agreement with 911; the agreement delegated 911 the authority to number streets as necessary.

Discussion continued on the notification and the cost to change addresses.

2. Resolution for Continuation Budget

Finance Director Rachel Nichols stated the State Comptroller's Office reorganized this spring and all governments must acknowledge via resolution that they understand they are operating under a continuation budget. Ms. Nichols added that last year's budget will become this year's operating budget until a new budget is approved. She continued that this resolution must be submitted to the Comptroller's Office.

Councilman Hayes made motion to approve; Councilwoman Kemp seconded.

Ms. Nichols explained that everything that was appropriated in 2011-2012 for operating costs will be appropriated again for 2012-2013 for operating costs. Ms. Nichols continued that step increases are allowable and all the operating budgets will be in place July 1. She added that no new capital projects expenses or additional capital appropriation requests will be allowed.

Ms. Nichols reported on current Community Enhancement requests.

Council requested Ms. Nichols present a list of all Community Enhancement requests and their status at the special budget meeting.

Vice Mayor Mayberry called for the vote. Motion carried with 7 ayes and 0 nays.

3. Budget Discussion

Mayor Graves stated she would call a special committee meeting the second week of July for discussion on the budget only.

4. Revised Personnel Rules and Regulations

Personnel Official Dave Crawford informed council of the change in the Personnel Rules and Regulations numbering system. He changed to Arabic numbering in place of the Roman numeral system

Councilwoman Kemp made motion to approve; Councilman Garrott seconded. Motion carried with 7 ayes and 0 nays.

5. Approve Job Description for Risk Management Coordinator

City Attorney Joe Thompson explained the new job description for the Risk Management Coordinator. Mr. Thompson added that this position was previously known as the safety officer and Mr. Dave Crawford presently holds that position.

Mr. Thompson stated this position will now be held by Jamiann Hannah. Mr. Thompson added that Ms. Hannah is certified in Risk Management.

Councilwoman Kemp made motion to approve; Vice Mayor Mayberry seconded. Motion carried with 7 ayes and 0 nays.

6. Request for Abandonment on Right-of-Way - Dixon Street

City Engineer Nick Tuttle requested the abandonment of the right-of-way on Dixon Street.

Councilman Garrott made motion to approve; Councilman Alexander seconded. Motion carried with 7 ayes and 0 nays.

7. Dangerous Building - 145 North Trigg Avenue

Codes Inspector Johnny Morris stated the property owner, Frances Black, gave him written notice tonight that Holleman Trucking and Excavating will begin the demolition of this building on July 5th.

Mr. Morris requested council strike this item from the agenda.

Councilman Garrott made motion to strike it; Councilman Overton seconded. Motion carried with 7 ayes and 0 nays.

8. Dangerous Building - 303 East Winchester Street

Codes Inspector Morris gave a history of the problems with this property. Mr. Morris stated the owner of record, Harriett Ballard c/o Mary Branham lives out-of-state and inherited the property.

Councilman Hayes made motion to move to council for show cause hearing; Councilwoman Kemp seconded. Motion carried with 7 ayes and 0 nays.

9. Dangerous Building - 469 Small Street

Codes Inspector Morris stated he has had no contact with the owners of record, Edgar and Mary Frances Rutledge. Mr. Morris listed several of the problems with this property.

Councilman Hayes made motion to move to council for show cause hearing; Councilwoman Kemp seconded. Motion carried with 7 ayes and 0 nays.

Other Business

Councilman Hayes asked what a \$2.00 increase with trash pick-up would add to the budget.

Finance Director Rachel Nichols stated \$280,000 annually.

Councilman Overton asked about the paving on Peach Valley Road.

Mayor Graves stated she spoke with Sumner County Roads Superintendent Judy Hardin. Mayor added that Ms. Hardin quoted a price but she was unsure if it was for paving or paving and repair.

City Engineer Nick Tuttle stated he had estimated the cost to repair and repave that section to be around \$43,000 to \$44,000.

Councilman Garrott recommended City Attorney Joe Thompson contact the county on this issue.

Mr. Thompson stated he would get with Mr. Tuttle and contact the county.

Department Head Reports

Police Chief Don Bandy announced Mary's Place on North Water Avenue will host a fund raiser for Officer Kevin Thomas on July 7th. He added that Chick-Filet will also offer a fund raiser for Officer Thomas on July 11th.

Mayor Graves passed out handouts in preparation for the budget discussions.

Adjourn

With no further business to discuss, the meeting was adjourned.

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

JULY 10, 2012

DEPARTMENT: PERSONNEL

**AGENDA # **

SUBJECT:

Resolution for TML Safety Grant

SUMMARY:

TML is sponsoring its annual "Safety Partners" Grant Program offering reimbursement of up to 50% of the cost of approved safety devices, employee education, or training necessary to control an employee safety hazard. The City of Gallatin would be eligible for a \$2,000 grant if approved. The attached Resolution is required as part of the application process.

RECOMMENDATION:

Approval

ATTACHMENT:

☒ Resolution
☐ Ordinance

☐ Correspondence
☐ Contract

☐ Bid Tabulation
☐ Other

Approved ☒
Rejected ☐
Deferred ☐

Notes:

RESOLUTION NO. R1207-35

**RESOLUTION AUTHORIZING THE CITY OF GALLATIN TO PARTICIPATE IN THE
TML RISK MANAGEMENT POOL "SAFETY PARTNERS" LOSS CONTROL
MATCHING GRANT PROGRAM**

WHEREAS, the safety and well being of the employees of the City of Gallatin is of the greatest importance; and

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for employees of the City of Gallatin; and

WHEREAS, the TML Risk Management Pool seeks to encourage the establishment of a safe workplace by offering a "Safety Partners" Loss Control Matching Grant Program; and

WHEREAS, the City of Gallatin now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF GALLATIN, TENNESSEE, that the City of Gallatin is hereby authorized to submit application for a "Safety Partners" Loss Control Matching Grant through the TML Risk Management Pool, seeking the maximum grant of two thousand and 00/100 (\$2,000.00) by having expenditures in excess of four thousand and 00/100 (\$4,000.00) for safety training, equipment, and devices.

BE IT FURTHER RESOLVED BY THE CITY OF GALLATIN, TENNESSEE, that this resolution shall take effect from and after its final passage, the public welfare requiring such.

IT IS SO ORDERED.

PRESENT AND VOTING

AYE: _____

NAY: _____

DATED: _____.

MAYOR JO ANN GRAVES

ATTEST:

CONNIE KITTRELL, CITY RECORDER

APPROVED AS TO FORM:

JOE THOMPSON, CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 10, 2012

DEPARTMENT: **Personnel**

AGENDA # 2

SUBJECT:

Health and Dental Plans Agents of Record

SUMMARY:

The City's Medical and Dental Plan contracts with BlueCrossBlueShield of Tennessee are up for renewal October 1, 2012. Utilizing the professional services of our current agents would be the most expedient and efficient method to analyze our best options.

RECOMMENDATION:

Appoint Kelly Coley of Coley & Lyles Insurance and Michael Wertenberger of Premier Benefits Group as designated Agents of Record for further analysis of medical and dental insurance options.

ATTACHMENT:

☒ Resolution
☐ Ordinance

☐ Correspondence
☐ Contract

☐ Bid Tabulation
☐ Other

Approved ☐
Rejected ☐
Deferred ☐

Notes:

RESOLUTION NO. R12Ø7-34

**RESOLUTION APPOINTING HEALTH AND DENTAL AGENTS OF RECORD
FOR THE CITY OF GALLATIN**

BE IT RESOLVED BY THE CITY OF GALLATIN, TENNESSEE, that Kelly Coley of Coley & Lyles Insurance and Michael Wertenberger of Premier Benefits Group are hereby appointed Agents of Record for health and dental insurance benefits for the October 1, 2012, renewal date.

BE IT FURTHER RESOLVED BY THE CITY OF GALLATIN, TENNESSEE, that this resolution shall take effect from and after its final passage, the public welfare requiring such.

IT IS SO ORDERED.

PRESENT AND VOTING

AYE: _____

NAY: _____

DATED: _____ 2012.

MAYOR JO ANN GRAVES

ATTEST:

CONNIE KITTRELL, CITY RECORDER

APPROVED AS TO FORM:

JOE THOMPSON, CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 10, 2012

DEPARTMENT: **Engineering**

AGENDA # 3

SUBJECT:

Discussion of State Grant for Stabilization for Town Creek Banks

SUMMARY:

The City has received a \$100,000 State grant from the Department of Environment and Conservation to reinforce and stabilize Town Creek banks. This money must be appropriated from State Grants line to Town Creek Stabilization line item at the appropriate time.

RECOMMENDATION:

Information at this time.

ATTACHMENT:

☐ Resolution
☐ Ordinance

☐ Correspondence
☐ Contract

☐ Bid Tabulation
☒ Other

Approved ☐
Rejected ☐
Deferred ☐

Notes: